

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
SEPTEMBER 24, 2026
MIFFLIN COUNTY COURTHOUSE – ROOM B

ATTENDANCE

Members

Kent Spicher, Chair
Ed Mann
Joshua Yetter Clark
Kay Semler
Michele Bair, Secretary
Tom Lake

Other

Sierra Bolger, Lewistown Sentinel
Chris Hoffman, State Director-USDA

Staff

James Lettiere, Planning Director
Candace Rager, Planning Secretary

Call to Order

Chair Spicher called the meeting to order at 3:32.

Record of Public Attendance

Spicher requested all present sign the record of attendance. The record of attendance is included with the monthly meeting minutes.

Approval of Meeting Minutes

Spicher requested a motion to approve the minutes from the August 27, 2026 meeting. Bair made a motion to approve the minutes. Clark seconded the motion. All members voted aye.

Public Comment

No public comment

USDA Rural Development Programs

Director Lettiere introduced Chris Hoffman, State Director Rural Development, US Department of Agriculture. Hoffman presented an overview of available programs including community facilities grants, housing assistance, home repair grants, water and environmental programs, and business and industry support. He explained that these programs can provide funding for infrastructure improvements, housing assistance for low-to-moderate income residents, and support for businesses and agriculture through grants and low-interest loans. Hoffman noted that USDA's programs are often underrepresented and described how they can help build towns from the ground up through various initiatives, including energy grants and forestry programs. Hoffman expressed appreciation for the former Mifflin County Courthouse restoration project

funded by USDA and encouraged the planning members to explore potential assistance for future community development efforts. Hoffman also explained various available funding programs including disaster relief, farmers markets, energy projects, broadband initiatives, and housing assistance, emphasizing that rural communities can access significant funding opportunities with proper planning and application processes.

Subdivision and Land Development Review Committee Report

There are a total of seven (7) plans submitted for September.

Of those plans submitted there are:

- Five (5) Wright Land Surveying, one (1) Axis, LLC., one (1) John Young, PLS
- Six (6) plans are under municipal ordinance and one (1) under county ordinance
- Four (4) minor subdivisions, one (1) non-residential land developments, two (2) lot additions

The plans are for Milroy Dinners, Inc. (Armagh Township), Chester & Julia Zook (Armagh Township), David & Ruth Peachey (Brown Township), Lewistown Trust Co. & Gary Oden (Burnham Borough), Kevin & Kathy Snyder (Derry Township), Donald & Michelle Logan (Derry Township), Frank Miller & Pegge Lynn (Wayne Township – County).

Municipal Subdivision Plans

The subdivision and land development review committee members reviewed the seven (7) plans on September 17, 2026. Lettiere stated there were no major concerns or corrections needed. No further discussion for any plans was made. Spicher requested a motion to approve the comments for the six (6) municipal plans and conditional approval for the one (1) county plan. Semler made a motion to accept and Mann seconded it. All voted aye.

Project Updates

The Transportation Advisory Committee (TAC) met Thursday, September 17, 2026 to discuss the preparation of the Comprehensive Safety Action Plan which addresses disproportionate safety concerns for pedestrians and other non-motorized roadway users. Additionally, Lettiere stated a “Municipal Roundtable” was held to engage with each of the 16 municipalities. Roadmasters from Oliver, Wayne, Menno, and Union Townships plus the Lewistown Borough were present. The consensus was that speeding, speed control, and enforcement are top priorities. Additionally, working relationships between municipal roadmasters and PennDOT could be improved. There was discussion about the proposed roundabout on SR3006 which carries US Route 22 Business over the existing off-ramp to Charles Street (SR-3002); what surface and materials will fill the circle; pedestrian safety and crosswalks; educating and enforcing e-bike rules and regulations; pavement markings such as stop bars, lane delineation, traffic arrows, etc.

Lettiere explained the consultant team, Michael Baker International, will conduct an open house Thursday, October 1, 2026 from 5:30PM-7:00pm in the Mifflin County Annex Building. This will serve as an opportunity for municipal officials and the public to learn more about what we intend to accomplish and seek input from them regarding non-motorized transportation needs. The on-line interactive mapping survey is still live. This is a point drop and comment mapping tool allowing participants to identify a specific location and add concerns such as no lights, sharp curves, rough roadway surfaces, inadequate lane widths, etc. The completion of the Safety Action plan will be July/August 2027.

The planning department is waiting to hear from PennDOT for the easement agreement concerning the Victory Park to Stone Arch Bridge Phase 1 Trail segment.

Electric Avenue/S. Logan Boulevard Phase 1 bicycle and pedestrian improvements project is moving long. Certified letters to the property owners along Phase 1 will be sent stating the project's purpose and that PennDOT and/or our engineers may be surveying on/or near their properties to begin the engineering and design work. We will conduct a public open house at some point with the public and property owners to hear and address any concerns they may have.

The LSA grant for the new pool pack, new pool surface, and new ceiling treatment is nearing completion. The work looks great and it's the only heated indoor public pool between Harrisburg and State College.

Lettiere and District 2 PennDOT personnel reviewed 16 engineering firms' proposals to a SOI for bridge inspections of 53 bridges greater than 20 feet in length. A scoring matrix was created and we came to a consensus of the top 3 firms. One of those will be selected for approval by the commissioners. A 6-year contract should be in place by December 31, 2026. These bridges must be inspected every 2 years.

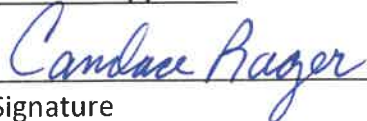
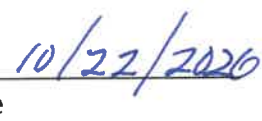
Other Business

The next MCPC meeting will be October 22, 2026.

Adjournment

Dunmire announced the meeting adjourned at 4:30 pm.

Minutes Approved

 
Signature Date

